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Approved For Release 2002/08/15 : CIA-RDP84-00780R000500080007-4

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DD / S REGISTER
FILE *Q8M2*

25X1

MEMORANDUM FOR: Mr.

SUBJECT : Graphics --

1. There are three graphics units in DD/S located and staffed as follows:



25X1

25X1

2. On paper, consolidation would not appear to create any problems in grade structure. is the senior officer and presumably could be charged with responsibility for supervision of the total unit. Whether this could work out in terms of personalities and temperament can only be properly judged by someone who knows all of the people. I don't believe we have anyone now who knows all of these people well enough to make such a judgment. It seems likely that personnel problems would be created if all of these units were shuffled together in one place or the other with two of the three present chiefs suddenly subordinated to the third. Problems of production might be created by subordinating the present services of two of the units to the third with preferential

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GROUP 1
Excluded from automatic
downgrading and
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treatment presumably going to the customers of the person who happens to be made Chief. Consolidation in any of the three present organizational places, therefore, seems impractical in terms of personnel policy. In terms of function, none of the units seem to be appropriately placed now to be charged with responsibility for furnishing a central service. The Logistics unit might be if it were not under the Support Staff, which is charged with supporting the Office of Logistics. Functionally, therefore, as well as in terms of personnel management, all three of the units should be placed somewhere else in the Organization.

3. The most reasonable placement seems to me to be with the Printing Services Division of the Office of Logistics. The only positive logic I can offer for this is that roughly 60-75% of all visual aids - graphics work is done for subsequent mass reproduction through various printing services techniques and there is, therefore, a functional relationship which does not exist between graphics units and any other component of the Agency. This leads to the negative logic that there doesn't seem to be any better place to put the visual aids function.

4. I would recommend, therefore, that the three units be combined under the Chief, Printing Services Division and that, for the time being, each of the units be permitted to continue functioning in its present location. This would serve to reduce the possibility of immediate personality clashes. It would also give [] time to assess the individual and total capability of each individual and unit as well as the desirability/necessity for retaining some form of security and functional compartmentation. He may find it justifiable to retain some dispersal in graphics just as he has in printing in order to preserve some compartmentation. Later on he may find it would be better to have them all together out here somewhere. In any case, it seems better to defer this judgment and let [] make it at an appropriate time.


RHW

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